

BY-LAWS OF THE NORTH CAROLINA FEDERATION OF YOUNG REPUBLICANS

As amended January 12, 2010 via Executive Committee Conference Call

ARTICLE I - REPORTS AND DUTIES REQUIRED OF CLUBS

- Section I. Each club shall provide by its governing instruments that there shall be no less than one regular meeting each two months.
- Section II. Each chartered club shall provide by its governing instruments that there shall be an organizational meeting for the purpose of election of officers for the chartered club by the members in good standing of the chartered club, for the ensuing year, which organizational meeting shall be held annually between the first day of December and the first day of February, and shall be herein referred to as the Annual Meeting.
- Section III. Unless otherwise provided by the governing instruments of the chartered club, the officers of each chartered club shall take office upon the adjournment of the meeting at which they shall have been elected.
- Section IV. Each chartered club shall report the information requested in the North Carolina Young Republican Charter Application of the Chairman, Vice-Chairman, Secretary, Treasurer and any other officers of the chartered club to the Secretary of the Federation within fifteen days following the selection of said officers.
- Section V. The Secretary, or other officer designated by the governing instruments of a chartered club, shall give notice before each meeting of said chartered club to all members in good standing of said chartered club.
- Section VI. The Treasurer, or other officer designated by the governing instruments of a chartered club, shall submit to the Treasurer of the Federation a copy of each report to be submitted on behalf of the chartered club to the Board of Elections pursuant to the provisions of Chapter 163 of the NC General Statutes prior to submission. Immediately after submission of the reports to the Board of Elections the Treasurer or other officer designated by the governing instruments of a chartered club, shall submit to the Secretary of the Federation a copy of each report.
- Section VII. The Federation shall prepare and recommend to each county club a model constitution and by-laws, which may be adopted by said group in whole or in part; or each club may adopt a constitution and by-laws of its own, not inconsistent with the Constitution and By-laws of the Federation.
- Section VIII. Upon the petition of twenty-five percent (25%) of the members in good standing of a chartered club, the Treasurer of the Federation shall appoint a Committee of Audit, which shall audit the books and other financial records of the said chartered club, which Committee of Audit shall include no less than one Certified Public Accountant or Accountant.
- Section IX. Each chartered club shall provide by its governing instruments that no person who shall be a registered voter in a party other than the Republican Party shall be an officer or member of the club.
- Section X. Each chartered club shall provide by its governing instruments that any resident of the geographic boundary within which the club is chartered who is between the ages of eighteen (18) and forty (40), inclusive, and who is a registered member of the Republican Party, shall be eligible for regular membership in that club.

ARTICLE II - CHARTERS

- Section I. Petitions for charters for new clubs shall be made on forms prepared and provided for that purpose by the Secretary of the Federation. Each petition shall certify the following:
- a. That the club has adopted a constitution and by-laws (attach a copy).

- b. That the club has elected its officers, appointed its committees, and completed its organization as provided in the adopted constitution and by-laws.
- c. That it has held at least one organized meeting as a club and that the minutes of that meeting are provided to the secretary of the state federation.
- d. That the club has at least ten (10) regular members.
- e. The number of regular members in the club.
- f. The following information including, but not limited to: name, addresses, phone numbers, e-mails, date of birth, and voter registration identification of all members.
- g. A record of dues having been paid in full to the State Federation by a bank account of the local club.

Section II. Petitions for re-chartering shall be made on forms prepared and provided for that purpose by the Secretary of the Federation. Each petition shall certify:

- a. The club has held its Annual Meeting and has elected its officers and that the minutes of that meeting are provided to the Secretary of the State Federation.
- b. The following information including, but not limited to: name, addresses, phone numbers, e-mails, date of birth, and voter registration identification of all members.
- c. That the Federation dues are enclosed or have been previously paid in accordance with Article IX of the NCFYR Bylaws.
- d. That the club has a constitution and by-laws currently in effect along with amendments made in the past year (attach a copy).
- e. The club has submitted the Annual NCFYR Club Survey.

Section III. Each petition should be submitted to the Secretary of the Federation no more than thirty (30) days following the club's Annual Meeting, at which new officers are selected. All charters and recharterers must be resubmitted for each year no later than four (4) weeks before the convention. Except by unanimous vote, charters and recharterers received after the Executive Committee meeting which is to be held at the convention site no less than four (4) weeks prior to the convention shall not be eligible to vote at that year's convention unless approved by a unanimous vote of the Executive Committee or by a vote of the convention itself.

Section IV. A chartered Young Republican Club may use any name it's members desire if the words "YOUNG REPUBLICAN" appear in that name. It is further recommended that it carry on it's literature and in it's public statements reference to the fact that it is a chartered member of the Federation.

ARTICLE III - JURISDICTION

The jurisdiction of the Federation shall be within the geographic boundaries of the state of North Carolina.

ARTICLE IV - OFFICERS OF THE FEDERATION QUALIFICATIONS AND REMOVAL

Section I. All nominees for membership on the Executive Committee, regardless of how selected, shall be members of chartered clubs at the time of their nomination and between eighteen (18) and forty (40) years of age inclusive throughout the prospective tenure of their office.

Section II. The State Chairman, Vice Chairman, National Committeeman, National Committeewoman shall have served on the Executive Committee of the Federation or as a Chairman or Vice-Chairman or their local club equivalent of a local club prior to their nomination and election.

Section III. All members of Standing and Special Committees shall be regular members of clubs chartered by the Federation prior to their election or appointment.

Section IV. The General Counsel shall be an attorney licensed to practice in the State of North Carolina.

Section V. "Lack of attendance at Executive Committee meetings"- as used in Article VII of the Constitution-shall be defined as absence without good cause from two (2) consecutive regularly called meetings of the Executive Committee.

Section VI. The elected officers of the Federation shall take office at the close of the Annual Convention at which they are elected.

ARTICLE V. - DUTIES OF OFFICERS

- Section I. The State Chairman shall preside at all meetings of the Federation and all meetings of the Executive Committee, except as otherwise provided in the Constitution or these by-laws. He/she shall be the Chief Executive Officer of the Federation and shall exercise general supervision over the activities of the Federation. He/she shall, with the approval of the Executive Committee, appoint Chairmen to Standing and Special committees and the members of those committees. The State Chairman shall acquaint all Federation officers and Committee Chairs with their duties. He/she shall represent the Federation in official capacity.
- Section II. The Vice Chairman shall act as Chairman in the Chairman's absence. If the Chairman resigns or is removed from office for any reason, the Vice-Chairman shall become Chairman for the remainder of the unexpired term.
- Section III. The National Committeeman shall serve as a liaison between the North Carolina Federation of Young Republicans and the Young Republican National Federation (YRNF). He shall attend YRNF executive committee meetings and other YRNF events and make regular reports to the Executive committee of the Federation. He shall work closely with the National Committeewoman to ensure that the Federation clubs are kept informed of YRNF activities and programs.
- Section IV. The National Committeewoman shall serve as a liaison between the North Carolina Federation of Young Republicans and the Young Republican National Federation (YRNF). She shall attend YRNF executive committee meetings and other YRNF events and make regular reports to the Executive Committee of the Federation. She shall work closely with the National Committeeman to ensure that the Federations clubs are kept informed of YRNF activities and programs.
- Section V. The Secretary shall keep minutes of all meetings of the Executive Committee and of the Convention, furnish copies of such minutes to all members of the Executive Committee prior to the next meeting and shall turn over all such records to his/her successor in office. He/she shall handle all Internal Correspondence of the Federation, have charge of records, and control the renewal process of the Federation. The Secretary shall further be responsible for developing and implementing programs designed to foster effective communication between the Executive Committee and the Federation's clubs and their members.
- Section VI. The Treasurer shall receive, expend, and account for all the funds of the Federation under the supervision and direction of the Executive Committee. He/she shall make a written report to each meeting of the Executive Committee and Convention of the Federation. If the Treasurer cannot attend a meeting or Convention, he/she shall be responsible for seeing that a representative is present to deliver the Treasurer's report at said meeting/convention. Failure to meet this obligation for two consecutive Executive Committee meetings or during any regularly called Convention shall qualify as gross inefficiency and shall be grounds for impeachment.
- Section VII. The General Counsel shall completely familiarize himself with the Constitution and By-laws of the Federation, and shall advise the Chairman and other members of the Executive Committee as to the legality of any contemplated or current activities.
- Section VIII. The Executive Director shall assist the Chairman and shall perform such duties as prescribed by the Chairman.
- Section IX. The Convention Liasion shall represent the interests of the Executive Committee in overall Convention planning including all arrangements for the next annual Convention, and shall be responsible for assembling data and information concerning previous Conventions of the Federation.
- Section X. The Director of Club Development shall develop and implement a plan for establishing new Young Republican clubs in counties without one. The Director shall also assist existing clubs in developing programs to recruit new members and retain current ones. He/she shall also develop and implement programs to foster communication between member clubs.
- a. The Director of Club Development shall appoint five Regional Coordinators with the advice and consent of the Executive Committee to assist with the outlined duties.

- b. The Regional Coordinators shall act as a representative and liaison between the clubs in their respective regions and the Director of Club Development. The Regional Coordinators shall live in their regions. Such persons shall be ex-officio members of the Executive Committee with no voting rights.
- c. The five Regions will be defined as:
 - a. Region I shall consist of all clubs in Bladen, Brunswick, Carteret, Columbus, Craven, Cumberland, Duplin, Harnett, Hoke, Johnston, Jones, Lenoir, New Hanover, Onslow, Pamlico, Pender, Robeson, Sampson, Scotland, and Wayne counties.
 - b. Region II shall include all clubs in Beaufort, Bertie, Camden, Chowan, Currituck, Dare, Edgecombe, Gates, Greene, Halifax, Hertford, Hyde, Martin, Nash, Northampton, Pasquotank, Pitt, Perquimans, Tyrell, Washington, and Wilson counties.
 - c. Region III shall include all clubs in Alamance, Caswell, Chatham, Davidson, Durham, Franklin, Granville, Guilford, Lee, Moore, Orange, Randolph, Person, Rockingham, Vance, Wake, and Warren counties.
 - d. Region IV shall include all clubs in Alexander, Allegheny, Anson, Ashe, Cabarrus, Catawba, Davie, Forsyth, Gaston, Iredell, Lincoln, Mecklenburg, Montgomery, Richmond, Rowan, Stanly, Stokes, Surry, Union, Watauga, Wilkes, and Yadkin counties.
 - e. Region V shall include all clubs in Avery, Buncombe, Burke, Caldwell, Cherokee, Clay, Cleveland, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Swain, Transylvania, and Yancey counties.

Section XI. The Parliamentarian shall familiarize himself/herself with the Rules of Parliamentary procedure and shall assist and advise the Chairman and the Executive Committee on such.

ARTICLE VI - STANDING COMMITTEES

Section I. The Finance Committee shall, with the approval of the Executive Committee, develop and implement a plan to raise funds for the Federation. The Chairman of the Committee will be known as the Finance Director.

Section II. The Communications Committee shall handle all External Correspondence of the Federation. The Committee shall work with media outlets in procuring publicity for functions of the Federation and distribute such information concerning the activities of the Federation to all its clubs and members. The publication of external communication shall include, but not be limited to, newsletters, social media, and other relevant technology. The Chairman of this Committee will be known as the Communications Director.

Section III. The Awards Committee shall be responsible for preparing and implementing a program of awards in recognition of outstanding achievements by individual members and clubs. The Committee shall put primary emphasis on awards to be presented at the annual Convention, but it shall also consider and implement methods of honoring individuals and clubs for their efforts between Conventions.

Section IV. An Audit Committee shall be appointed at least one month before the annual Convention by the Chairman, with the advice and consent of the Executive Board, consisting of three members in good standing of the Federation who have business experience and are not members of the Finance Committee or Treasurer of the Federation. The committee will audit the financial records of the Federation and report to the annual Convention the results of their audit with reference both to the accuracy and completeness of the records and the methods of accounting used. The Chairman of the Committee will be known as the Auditor of the Federation.

ARTICLE VII - STATE CONVENTIONS

Section I. Clubs may bid for the privilege of hosting the Annual Convention by presenting such bids containing information on acceptable dates, headquarters, possible agenda, and information as to expected income and expenditures. The Executive Committee, upon receipt of such bids, may accept or reject same. In every year, the Executive Committee shall set the site of the Convention not later than the Spring Executive

Committee meeting, by which time all bids (in presidential election years) must be in the hands of the Chairman of the Federation.

- Section II. The Secretary of the Federation shall mail a notice of the time and place of the Convention to the Chairman and Secretary of each chartered club and to all members of the Executive Committee at least sixty (60) days prior to the date of the Convention.
- Section III. The Executive Committee shall supervise preparations for the Convention and shall fix the official program and order of business.
- Section IV. The officers of the Federation shall be the officers of the Convention. However, the Chairman may appoint a Convention Chairman to serve as presiding officer.
- Section V. At least sixty (60) days prior to each Convention, the Convention Coordinator shall, with the approval of the Executive Committee, appoint a Rules Committee, a Registration Committee, and other committees as he/she shall deem necessary.
- Section VI. The Convention Coordinator shall, with the approval of the Executive Committee, establish a registration fee for each Convention.
- Section VII. A quorum for the Convention shall be one-half plus one of the following: the combined voting strength of all clubs certified by the Committee on Credentials at the time the Convention is called to order, plus the number of delegates-at-large duly registered and so certified by the Committee on Credentials.
- Section VIII. A recorded roll call vote on any question shall be conducted upon the request of a majority of delegates from five (5) counties.
- Section IX. All meetings of the Committee on Credentials and Nominations shall be open.
- Section X. The Rules of a Convention of this Federation shall govern the proceedings of succeeding conventions of the Federation until and unless amended by majority vote of the delegates present and voting at a succeeding convention.
- Section XI. No person who shall be a registered voter in a party other than the Republican Party shall be accredited as a delegate to a convention of the Federation.

ARTICLE VIII - NATIONAL CONVENTION

- Section I. The Chairman shall appoint, with the advice and consent of the Executive Committee, delegates and alternates to the Convention of the Young Republican National Federation.
- Section II. Any regular member of a chartered club shall be eligible to serve as a delegate or an alternate to the Young Republican National Federation Convention.

ARTICLE IX - DUES

Each club shall collect and transmit to the Federation annual dues in the amount of Thirty Dollars (\$30.00) for a calendar year. Transmittal of dues shall be accompanied by a list including the first and last names, addresses, and e-mails of each member for whom dues are being paid. Members shall be listed on the Federation's membership roster from the month in which the dues are paid to the Federation. Each member paying annual dues to the Federation shall be entitled to receive all Federation publications of general distribution.

ARTICLE X - FISCAL POLICY

- Section I. The fiscal term of the Federation shall begin on the day of installation of newly elected officers as provided in the Constitution.

- Section II. The Chairman or Treasurer may spend up to \$100.00 per occurrence without approval of the Executive Committee. All expenditures over \$100.00 shall be authorized by the Executive Committee only after the presentation of a prepared budget and its acceptance. No committee or officer shall exceed any approved budget without the prior approval of the Executive Committee.
- Section III. The Treasurer shall give bond for the faithful discharge of his duties in such sum as may be required by the Executive Committee, the cost of said bond to be borne by the Federation.
- Section IV. All disbursements shall be made by the Treasurer solely by check or voucher stating the purpose of the expenditure. If in the opinion of the State Chairman, the Treasurer cannot disburse funds in a timely fashion, the Chairman may sign checks in the place of the Treasurer.
- Section V. In the case of absence, death, disability, or vacancy of the office of Treasurer, the Chairman shall have the power to appoint, with the advice and consent of the Executive Committee, a custodian of funds to serve as Treasurer until that office is again filled.
- Section VI. The Treasurer shall provide the Audit Committee with access to records in order that it may make, or cause to be made, an annual general audit of the records.

ARTICLE XI - PARLIAMENTARY AUTHORITY

ROBERTS RULES OF ORDER, NEWLY REVISED, shall be the parliamentary authority for all matters of procedure not specifically covered by the Constitution and By-Laws of the Federation.

ARTICLE XII - AMENDMENTS

Amendments to the By-Laws shall be made as provided in the Constitution.

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